

Motor Pool

DESCRIPTION OF MAJOR SERVICES

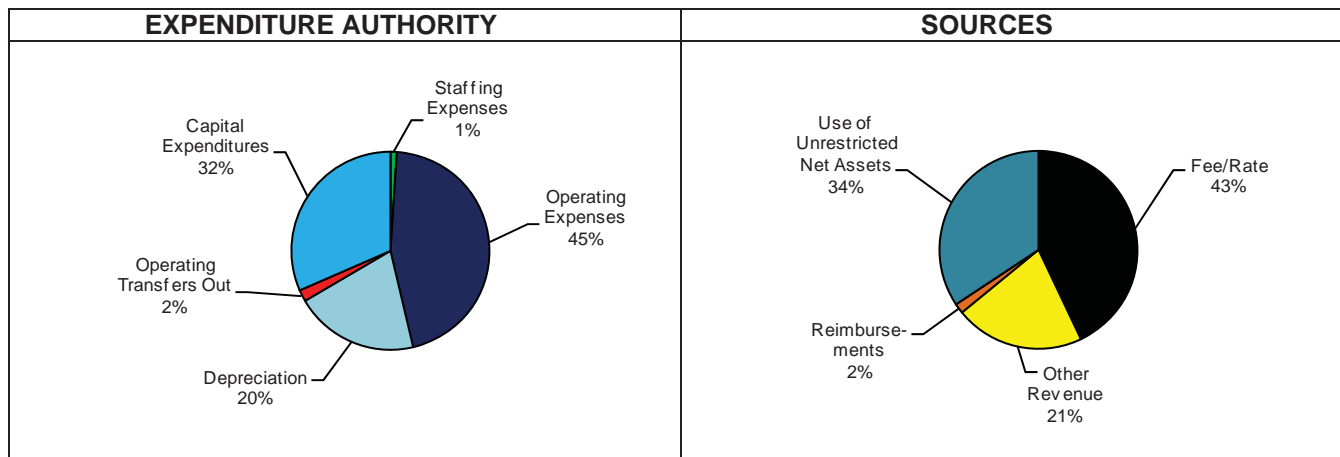
Fleet Management's Motor Pool Division has ownership and/or maintenance responsibility for approximately 1,700 automobiles, vans, pick-up trucks and various specialty vehicles/equipment assigned to county departments. The Motor Pool coordinates collection and distribution of vehicle replacement funds, fuel, maintenance, insurance, overhead and other operational costs of fleet vehicles.

Budget at a Glance

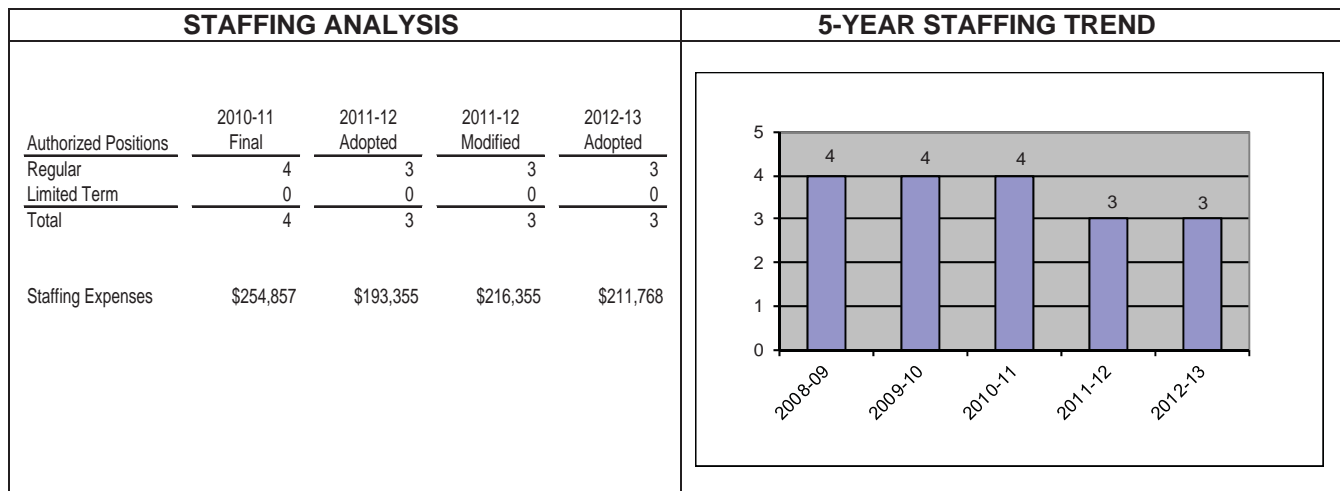
Total Expenditure Authority	\$14,099,374
Total Sources	\$13,534,200
Rev Over/(Under) Exp	(\$565,174)
Total Staff	3

The Motor Pool budget unit is an internal service fund (ISF). All operational costs of the Motor Pool Division are financed through Board of Supervisor's approved rates. As an ISF, any unrestricted net assets available at the end of a fiscal year are carried over to the next fiscal year to provide working capital, finance the replacement of fixed assets, and fund capital improvements. Any excess/shortage is incorporated into the rate structure during the annual rate review process.

2012-13 RECOMMENDED BUDGET



BUDGETED STAFFING



ANALYSIS OF 2012-13 RECOMMENDED BUDGET

GROUP: Administration
DEPARTMENT: Fleet Management
FUND: Motor Pool

BUDGET UNIT: IBA VHS
FUNCTION: General
ACTIVITY: Other General

	2008-09 Actual	2009-10 Actual	2010-11 Actual	2011-12 Estimate	2011-12 Modified Budget	2012-13 Recommended Budget	Change From 2011-12 Modified Budget
Appropriation							
Staffing Expenses	241,981	248,824	254,780	181,700	216,355	211,768	(4,587)
Operating Expenses	9,417,112	8,945,664	8,634,668	8,851,300	8,684,383	9,330,590	646,207
Contingencies	0	0	0	0	0	0	0
Total Exp Authority	9,659,093	9,194,488	8,889,448	9,033,000	8,900,738	9,542,358	641,620
Reimbursements	(284,137)	(311,120)	(350,448)	(378,200)	(435,600)	(333,700)	101,900
Total Appropriation	9,374,956	8,883,368	8,539,000	8,654,800	8,465,138	9,208,658	743,520
Depreciation	3,390,000	3,870,000	3,287,426	4,170,000	4,170,000	4,170,000	0
Operating Transfers Out	64,809	0	231,612	799,600	772,565	387,016	(385,549)
Total Requirements	12,829,765	12,753,368	12,058,038	13,624,400	13,407,703	13,765,674	357,971
Departmental Revenue							
Taxes	0	0	0	0	0	0	0
Realignment	0	0	0	0	0	0	0
State, Fed or Gov't Aid	0	0	0	49,800	0	0	0
Fee/Rate	8,778,729	9,358,649	9,204,941	8,549,700	8,554,000	8,845,500	291,500
Other Revenue	5,711,083	3,374,435	2,458,430	4,125,000	4,373,000	4,355,000	(18,000)
Total Revenue	14,489,812	12,733,084	11,663,371	12,724,500	12,927,000	13,200,500	273,500
Operating Transfers In	0	93,502	1,378	0	69,500	0	(69,500)
Total Financing Sources	14,489,812	12,826,586	11,664,749	12,724,500	12,996,500	13,200,500	204,000
Rev Over/(Under) Exp	1,660,047	73,218	(393,289)	(899,900)	(411,203)	(565,174)	(153,971)
				Budgeted Staffing	3	3	0
Fixed Assets							
Capital Expenditures	4,434,729	177,489	2,397,490	3,403,200	3,898,080	6,500,000	2,601,920
Total Fixed Assets	4,434,729	177,489	2,397,490	3,403,200	3,898,080	6,500,000	2,601,920

BUDGET CHANGES AND OPERATIONAL IMPACT

Major changes for the Motor Pool fund include an increase in capital expenditures of \$2,601,920 due primarily to an increase in the number of assigned vehicles that have exceeded the replacement cycle. The department uses a nationally recognized, state-of-the-art, "life cycle cost" financial model to determine the optimal vehicle/equipment replacement point. Additionally, operating expenses are increasing by \$646,207 due primarily to an increase in costs of maintenance, repairs, and fuel.

Departmental revenue is increasing by \$204,000 due primarily to an increase in variable/per-mile revenue and an increase in monthly fixed charges.

MAJOR EXPENDITURES AND REVENUE IN 2012-13 RECOMMENDED BUDGET

Operating expenses make up the majority of the budget unit's expenditures. These expenses include transfers to the Garage fund of \$4.1 million and \$3.7 million for vehicle maintenance and repair, and fuel, respectively. Additionally, capital expenditures include \$6.5 million for the purchase of new vehicles. These expenditures include an approximate distribution of \$2.7 million for the purchase of trucks/sport utility vehicles, \$2.3 million for sedans, \$1.0 million for vans, and \$0.5 million for service trucks.

Departmental revenue of \$13.2 million primarily includes \$7.1 million from variable/per-mile revenue, \$5.5 million from monthly fixed charges and \$0.5 million from auction proceeds.

STAFFING CHANGES AND OPERATIONAL IMPACT

The department is deleting 1 vacant Fleet Services Manager position and adding 1 Staff Analyst II position. This staffing change will better match the department's requirements.



2012-13 POSITION SUMMARY

Division	Regular	Limited Term	Total	Filled	Vacant	New	Total
Motor Pool	3	0	3	2	0	1	3
Total	3	0	3	2	0	1	3

Motor PoolClassification

- 1 Staff Analyst II
- 1 Vehicle Services Shop Supervisor
- 1 Motor Pool Assistant
- 3 Total

